

## Draft Chilmark Board of Selectmen December 15, 2020 Meeting Minutes

Participants: Chairman Bill Rossi, Warren Doty, James Malkin. Others: Tim Carroll, Chief Bradshaw, Marina Lent, Susan Murphy, Ron Hannemann, Alexandra London Thompson, Peter Cook, Sally Cook, Judith Flanders, Tim DeWitt, Brian Dowd, Clark Goff, Ann Wallace, Joan Malkin, Sandy Broyard, Jennifer Christy, Ann DeWitt, Laurisa Rich, Debby Packer, Ben Birnbach, Laura Durbin, Dan Doyle, Deborah Hancock, Donald Leopold, Maia Coleman of the Vineyard Gazette, MVTV technician, Diana DeBlase (30)

### Minutes:

Draft minutes from Selectmen's meeting held 11/12/2020 were reviewed. Mr. Doty moved to approve as written. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes from Selectmen's meeting held 11/25/2020 were reviewed. Mr. Doty moved to approve as written. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

### COVID-19 Updates:

Chilmark Health agent Marina Lent said she has her contact tracing nose to the grindstone. Ms. Lent reported that the Vineyard has reached a higher plateau of case numbers. Chairman Rossi asked if she was getting cooperation with contact tracing. Ms. Lent said yes. Mr. Cook asked if there was anyone lobbying to get the rapid self-testing for COVID. Ms. Lent said we are doing so for the schools not the general public. Mr. Doty said the Board of Health agents and Boards have done an amazing job and a big loud THANK YOU from the Board of Selectmen.

### COI Disclosures from Broyard & Malkin:

Joan Malkin and Sandy Broyard who are both on the Conservation Commission have submitted a conflict of interest form. as they are abutters to Chilmark Pond. Ms. Malkin & Ms. Broyard are both abutters to Chilmark Pond and intend to continue to act as commissioners with permission from the Selectmen. Ms. Malkin said there is a current Notice of Intent to dredge and then open a number of areas in Chilmark Pond. Chairman Rossi asked if there was any financial benefitting happening. Ms. Malkin said no. Ms. Broyard said the intention is to clear out of blue green algae. Ms. Malkin said it is a pond restoration project. Mr. Doty said he agrees that both (Malkin & Broyard) should continue on as commissioners for this application.

Mr. Doty moved to approve their continued work as commissioners during this application and acknowledge receipt of COI forms. Chairman Rossi seconded the motion. Mr. Malkin recused himself as he is the spouse of Joan Malkin.

**SO VOTED 2 Ayes, 1 Abstain** *James Malkin*

### Letter from Chris Murphy to Chilmark Pond Foundation:

Mr. Malkin said this letter from Mr. Murphy is in regards for Chilmarkers to have access for shellfishing etc. in future at Chilmark Pond. Chairman Rossi said he hopes they take this letter to heart. Mr. Doty said this letter is well put and we take no action but support the recommendation.

### Martha's Vineyard Commission (MVC) Energy policy-review

Mr. Malkin said he reviewed this MVC Energy Policy in detail and supports this as there is room for evaluation.

Mr. Doty moved to recommend and endorse the policy as presented to Chilmark Board of Selectmen. Chairman Rossi seconded the motion. **SO VOTED: 3 Ayes**

### MVC - Highway Engineer Proposal:

MV Commission planner Dan Doyle said the MVC is looking to hire the island (of Martha's Vineyard) an engineer. Tim Carroll said he did not think this was appropriate for Chilmark. Mr. Doyle said the up island traffic counter has increased; Up 20% due to COVID. Mr. Doyle said the engineer would provide technical analysis as well. Mr. Doyle said they are looking at a Boston based firm that has an understanding of what our local interests are. Mr. Malkin said what is your ask? Mr. Doyle said \$15,000 from each town. Mr. Doyle said if money not used would roll over to next year. Mr. Malkin asked why not make this part of MVC budget? Mr. Doyle said we don't want to impose on a town, we want towns to decide. Mr. Doyle pointed to some areas that Chilmark would see engineering for; North Road safety for pedestrians and cyclists, Beetling Corner.

Deb Hancock said the MVC was created to keep character of island and building bike paths in wetlands is not what we want. Chairman Rossi said he is not prepared to vote at this time. Mr. Doty said he would think some more about this. Mr. Malkin said he agreed and supported postponing vote at this time. Mr. Malkin said he agrees with Deb Hancock. Peter Cook (member of Chilmark Planning Board) said the Planning Board can take up this and bring back to you our recommendations.

### Park & Recreation:

Tim Carroll gave this update. Mr. Carroll said the Park & Rec met and agreed to renew the existing leases with contingent on vehicle removal on lot 7.

Mr. Carroll said as for Lot 5 there is a proposal. Mr. Doty said Reds Best and Alec Gale Menemsha Fish House rental is ending and Martha's Vineyard Fisheries Preservation Trust has a proposal. Chairman Rossi asked if there was any equity left from lessor. Mr. Doty said MVFPT is negotiating to purchase the building. Chairman Rossi supported advertising for proposals. Chairman Rossi stressed to have an open and transparent process, so any Chilmark resident interested in submitting proposal can do so.

### Cemetery Commission:

Chilmark Cemetery Chairman Sally Cook spoke about the process to making amendments to Cemetery Regulations. Ms. Cook also gave her gratitude to Board of Selectmen & Board of Health in partnership in keeping our community safe during this COVID environment. Cemetery Commissioners Judith Flanders and Laurisa Rich were also present for this presentation of proposed regulation changes. Ms. Cook said there is a public hearing advertised for Dec 30, 2020 for the public to make recommendations via the Zoom meeting platform. Chairman Rossi asked for information about of change in plot size.

### Cemetery Commission Continued...

Ms. Cook said the 11x22 plot would become 11x11 foot plot. Ms. Cook said Susan Murphy our Cemetery Superintendent was a big help in aiding with our recommendations.

Ms. Cook said essentially the proposed changes to the regulations are eligibility, size and the word plot in place of lot. Chairman Rossi expressed his gratitude to the Cemetery Commissioners and Superintendent as there has clearly been a lot of work and thought that have gone into this.

Mr. Malkin moved to support process that Cemetery Commissioners have presented tonight. Mr. Doty seconded the motion **SO VOTED: 3 Ayes**

Mr. Malkin said after public hearing (December 30, 2020) this will come back to Board of Selectmen to approve final regulations.

### Fire department –Update

Chief Bradshaw gave updates:

- Vehicle 123 has been having charging issues
- 2008 Ford Explorer bring into our (fire department) vehicle schedule
- Re start practical training in Spring
- Tanks (gas) abandonment fine
- Lost power at North Road Fire Station; found break in ground. Line is compromised and we are getting estimate for this work.
- Data entry helped to open up grant opportunities
- Preparing for snow storm
- Stand pipe inspections for water sources

Chief Bradshaw said Chilmark Fire department is COVID free at this time and he has cancelled any training in hopes of keeping it that way.

Mr. Doty said if electrical wiring needs repair, we must take care of it and this should be a priority.

### Chilmark Town Advisory Council (TAC) requesting extending tennis beyond December:

Mr. Ben Birnbach was present for this proposal. Mr. Birnbach said we will have the same COVID -19 tracking policy. TAC proposes that if weather good allow play from 10:00 AM -12:00PM. This would be on just the hard courts, would not include clay courts.

Mr. Doty said TAC must coordinate this with Chilmark School as the school has priority of use in the area.

Mr. Malkin asked if you have talked to Chilmark Board of Health about this proposal. Mr. Birnbach said not yet. Mr. Carroll said the Board of Health is meeting tomorrow at 5:00 PM. Mr. Malkin moved to approve request if Board of Health finds it acceptable. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

HRB amendment recommendation- section 9.0 Holidays:

Mr. Carroll said this was in the works since last March prior to us closing down due to COVID-19. Mr. Malkin said it's about using holiday time within the year it was earned.

Mr. Malkin said adding using in the following year allows all departments to use up holiday time. Mr. Malkin moved to approve as presented. Mr. Doty seconded. **SO VOTED: 3 Ayes.**

Support Letter for Clean Energy Grant:

Mr. Carroll said he sent this, just keeping you up to date.

4 North Ridge Road - Property sale update:

Chairman Rossi said for the next round he proposes excluded minimum bid and reserving right to refuse all bids. Also allowing for a 2.5% brokerage fee.

Mr. Malkin moved to approve these changes. Mr. Doty seconded the motion **SO VOTED: 3 Ayes**

Town Administrator update:

Mr. Carroll spoke about the pending Storm preparations. And Town Hall staffing.

Proposal for staffing to replace Coordinator of Administrative Support / Chuck Hodgkinson:

Mr. Carroll said Don Leopold worked with him on this proposal and also had input from Jennifer Christy. *For materials and PowerPoint see following link:* <https://www.chilmarkma.gov/board-selectmen/agenda/board-selectmen-38>

Mr. Carroll gave a proposed Time line, Considerations and Recommendations.

Mr. Carroll said this will have addition of a health benefit and we are splitting this into 2 positions.

Mr. Carroll said through this process of examination of the work being done and what will be needed there is a recommendation to the Town Clerk hours to increase from 21 to 30 hours with including Planning Board Administrator for 10 with total of 40.

Mr. Leopold asked if anyone had questions about the recommendations. Mr. Leopold said both Jennifer (Christy) and Chuck (Hodgkinson) were also part of this thinking process. Mr. Leopold recommended to see what we get in advertising for these positions. Mr. Leopold said he likes option 2 but see what we get in applicants. Mr. Carroll recommended to have flexibility in total hours assigned.

Mr. Carroll said these would be Town Office jobs not just assigned to Committees and Boards.

Mr. Doty recommended to take action on Town Clerk's hours discussed and vote now separately from Board Administrator(s) proposal. Chairman Rossi agreed.

Mr. Doty moved to change Town Clerk Hours from 21 to 30 hours and Planning Board duties to 10 hours with total of 40 hours a week. **SO VOTED: 3 Ayes**

Mr. Malkin recommended to determine grade change recommendation through the Human Resources Board for the proposed job positions. Chairman Rossi said we are looking for someone to grow into the capacity in a quick format.

Chairman Rossi said he preferred in option 1. Mr. Doty agreed to go with option 1, and said we might need a special Selectmen's meeting prior to Jan 1, 2021 to move things along.

Mr. Malkin said he supports option 1 as well. Selectmen requested to proceed with moving forward to create job descriptions and approve with HRB and evaluate and recommend pay grade.

Mr. Carroll gave a quick outline of the coming FY22 Budget process. Budget sheets due Jan 4, 2021. Committees and Boards need to have met and approved their proposed budgets prior to that deadline.

At 6: 37 with no further items for discussion Mr. Malkin moved to adjourn. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes respectfully submitted by Diana DeBlase.

Document list:

- Draft Minutes from emergency joint meetings with Board of Health and Selectmen held on 11/12/2020 & 11/25/2020
- COI notices from Ms. Malkin & Ms. Broyard of ConCom
- Letter from Chris Murphy to Chilmark Pond Foundation dated 12/7/2020
- Mr. Malkin's review notes for MVC Energy Policy
- 12/11/20 Email from Dan Doyle - MVC Island engineer at \$15,000 annually to each town
- 11/12/2020 MVFPT proposal to Chilmark Park & Rec about Bulkhead lot
- Legal notice for applications for Bulkhead Lot 5A lease proposals
- Public Hearing 12/30/2020 newspaper posting for Cemetery regulation proposed amendments
- 12/9/2020 Cemetery Commission notice to Selectmen about recommended amendments to Cemetery regulations
- 03/13/2020 HRB recommendation to BOS RE section 9.0 Holidays in HRB procedures manual
- 12/2/2020 Town Administrator support letter for Energy Committee grant
- 12/8/2020 email from town's Legal counsel response to seeing about brokerage fee of 2.5% to be added to sale process of 4 North Ridge Road
- 12/15/2020 Proposal from Tim Carroll /Town Administrator for staffing plan – CAS replacement
- Power Point of Staffing Plan prepared by Don Leopold & Tim Carroll
- Menemsha Water Company brochure about lead in drinking water received by USPS 12/7/2020